



United States Senator Richard Burr

217 Russell Senate Office Bldg. • Washington, D.C. 20510

(202) 224-3154 • FAX (202) 228-2981

<http://www.burr.senate.gov>

APPLICATION FOR CONGRESSIONAL INTERNSHIP

Biographical Information

Full Name		Nickname or Preferred Name	
SCHOOL Address		PERMANENT Address	
Apartment, Box, or Suite Number		Apartment, Box, or Suite Number	
City, State, and Zip		City, State, and Zip	
School Phone	Cell Phone		Home Phone
Email Address			
School you are currently attending:		Expected graduation date:	
Academic Major(s)		Academic Minor(s)	
Undergraduate GPA	High School you attended		
Are you a U.S. Citizen? YES _____ NO _____		Are you at least 18 years old? YES _____ NO _____	
If no, what is your country of citizenship?			

Activities and Honors

Please share with us activities you enjoy , interests and any honors/awards you have received:

Availability

Internships are offered in the following offices. Please check all offices in which you are available to serve.

☐ Washington, DC ☐ Winston-Salem, NC ☐ Wilmington, NC

If you are applying for an internship in Washington, what sessions are you available to serve?

- ☐ Summer 2010 – session #1 (May 10 – June 11)
- ☐ Summer 2010 – session #1 (June 14 – July 16)
- ☐ Summer 2010 – session #2 (July 19 – August 20)

IMPORTANT: Completed applications must be received by 5:00pm on Friday, March 19th. We cannot guarantee you will be considered for an internship if we receive your application late.

If you are applying for an internship in a North Carolina office, what dates are you available to serve?

Materials Required To Complete Your Application

Please attach the following to your completed application:

1. A 2-3 page essay on one of the following three topics.
 - Describe one of your extracurricular activities and how it has prepared you for an internship on Capitol Hill.
 - Explain why you are interested in interning for Senator Burr and what you hope to gain from this experience.
 - Who is the figure in government or public service that you admire most? Please explain your answer.
2. A brief description of your plans after college
3. A cover letter and current resume
4. Two letters of recommendation from someone to whom you are not related

Submitting Your Application

Washington, D.C. Internship applicants should fax materials to 202-228-2981. Applicants for an internship in one of the North Carolina Offices may fax materials to 336-725-4493. You may also email applications to Intern_Coordinator@burr.senate.gov. If you choose to mail your application, please note that enhanced security screening methods may delay the receipt of your application up to 2 weeks.

Washington, DC Internship applications by mail:
Attention: Intern Coordinator
Senator Richard Burr
217 Russell Senate Office Building
Washington, DC 20510-3308
Phone: 202-224-3154

North Carolina Internship applications by mail:
Attention: State Director
Senator Richard Burr
2000 West First Street, Suite 508
Winston-Salem, NC 27104
Phone: 336-631-5125